



WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, January 7, 2009, for the purpose of discussing the findings and recommendations of the classification and compensation study.

Mayor Davis called the meeting to order at 8:02 p.m. It was held in the MultiPurpose Room of the Community Center.

PRESENT WERE: Councilmembers Leta M. Mach, Edward V. J. Putens, Rodney M. Roberts, and Mayor Judith F. Davis. Councilmember Konrad E. Herling was out of town.

STAFF PRESENT WERE: Michael McLaughlin, City Manager; David Moran, Assistant City Manager; James Craze, Police Chief; Jeffrey Williams, Treasurer; Cindy Murray, City Clerk; and others.

ALSO PRESENT WAS: Jill Pylant, Slavin Management Consultants.

Mr. McLaughlin reported the Classification and Compensation Study conducted for the City by Slavin Management Consultants was approximately 95 - 98 percent complete.

Ms. Pylant provided a PowerPoint presentation summarizing all of the analysis and findings of the study.

Mayor Davis asked if the study recommended salary increases continue to be based on the midpoint. Ms. Pylant said the study recommends salary increases based on salary rather than the midpoint.

Ms. Mach asked if the salary of the proposed Grade 2 position was above the living wage standard. Ms. Pylant said there were currently no positions in the proposed Grade 2 category and it could be eliminated. Mr. McLaughlin agreed it could be eliminated, but said the salary was above the living wage standard.

Council asked to receive a copy of the proposed new performance evaluations. Ms. Pylant mentioned the proposed evaluation system works well in local governments.

Mayor Davis asked about vision and dental insurance for employees. Mr. McLaughlin said these benefits could be considered during budget preparation.

Mr. Roberts referenced a letter from Jim Keifline, Public Works, questioning the proposed new class titles and grade for mechanics. Ms. Pylant said she recommends the three City mechanics be grouped in the same class title based on the skill requirements of their positions and actual work performed.

Karl Skaggs, Public Works, said the Facilities Maintenance Supervisor position should be one to two grade levels higher than other supervisory positions in Public Works due to the responsibility level of this position.

Tim Houchens, Public Works, said he had not been interviewed during the study. Ms. Pylant explained that she couldn't interview Mr. Houchens because she didn't receive his position questionnaire until very late in the process. She said she would look at this classification again.

Joe McNeal and Di Quinn-Reno, Recreation, commented the salary structure is reduced under the proposed plan for several positions in Recreation. Ms. Quinn-Reno noted the maximum level for her position in the proposed plan is \$3,300.00 less than the maximum level for her position on the old plan. Ms. Pylant said she will look at this concern. Ms. Quinn-Reno thanked Council for the opportunity to ask questions in this format.

Karl Skaggs, Public Works, expressed concern whether funding would be available in future years to maintain the new plan given the current economic situation and questioned whether furloughs could occur. Mayor Davis and Council commented these were valid concerns. Mayor Davis stated that Council wanted to make sure employees receive equitable compensation and had included funding in the budget to implement the new plan. Mr. Putens emphasized that Council is committed to taking care of City employees and will do the best they possibly can in the future.

William Smith, Public Works, questioned the new class title of employees in the current position of Crew Leader/Driver. Ms. Pylant said this was an error that will be corrected. Mr. Smith also questioned the educational requirements of specific class titles. Mr. McLaughlin said that a combination of work experience and education were often considered in place of specific educational requirements for some positions.

Jim Keifline, Public Works, suggested desk audits be conducted for each position.

Mr. McLaughlin said some issues identified this evening and some other issues identified previously still needed to be reviewed. He said the study will be finalized and placed on an upcoming agenda for Council approval.

Other Issues

Mayor Davis reported Pier One in Greenway Center and Anna's Linens in Beltway Plaza are closing.

Ms. Mach provided an information folder on homelessness she received at a National League of Cities meeting and asked that it be forwarded to CARES.

Ms. Mach mentioned the upcoming Martin Luther King National Day of Service and suggested a list of service projects be advertised on the city website.

The meeting was adjourned at 9:50 p.m.

Respectfully submitted,

Cindy Murray
City Clerk